

Emergency Supplies:

Components may purchase emergency supplies for office emergency preparedness. Preparedness supplies may include reasonable stocks of first aid kits, flashlights, batteries, fluorescent light-sticks, dust masks, bottled water, non-perishable emergency food items, pre-packaged “evacuation packs,” and similar items. In determining necessary supplies and stock levels, consideration should be given to office locations, the relative exposure of the locations, the number of employees at each location, and similar factors. Emergency supplies are for the purpose of office preparedness; components cannot purchase personal items for employees.

In the event of an actual emergency, supplies can be purchased for staff members working at emergency locations and continuity sites for extended hours and/or without normal access to outside services. Emergency/continuity site supplies can include bottled water, reasonable food and beverages, blankets, necessary toiletries, and similar essential items. (While typically appropriations cannot be used to purchase food and beverages for employees at their official duty stations, there are limited exceptions in emergency situations where government property or human lives are in danger). Staff working at emergency/continuity sites away from their official duty stations may also be entitled travel and per diem amounts.

Components should not purchase medicine (other than basic first aid supplies), bio-hazard protective clothing, or other substantial protective gear without consultation with the Security and Emergency Planning Staff and JMD Controller. The Department expects to coordinate with FEMA, DHS, and other appropriate agencies with respect to these issues.

Emergency supply purchases shall be funded from component operating plans. There is no central DOJ funding source.

Emergency Supply Kit Information

Currently there are no GSA emergency supply kits available. There are a number of private vendors that offer different size kits at different costs. Below is a list of vendors that offer kits at a reasonable cost. Please note, this in no way endorses the vendors listed. Many of the kits contain food and/or water and should not be shipped via the United States Postal Service.

Emergency Supply Kit Sources:

Epicenter
384 Wallis #2
Eugene, OR 97402
(541) 684-0717
<http://theepicenter.com>

Emergency Preparedness Service
309 South Cloverdale #B-10
Seattle, WA 98108
1-888-626-0889
<http://www.emprep.com>

The Emergency Preparedness Center
520 C North Main Street #202
Herber City, Utah 84032
1-888-654-3447
<http://store.yahoo.com/thekitcenter>

American Red Cross of the National Capital Area
Chapter Store
2131 K Street, NW
Washington, DC 20037
Ph. (202) 728-6608
Fax (202) 728-6649
<http://www.redcrossdc.org>
(Website provides guidance, kits may be ordered via phone)